

West Highlands Pacific Homeowners Association

ARCHITECTURAL GUIDELINES

WEST HIGHLANDS PACIFIC HOMEOWNERS ASSOCIATION ARCHITECTURAL COMMITTEE GUIDELINES

INTRODUCTION

In order to preserve the value, desirability, attractiveness and architectural integrity of West Highlands Pacific, the Declaration of Covenants, Conditions and Restrictions of West Highlands Pacific, hereinafter referred to as "Declaration", have been prepared and recorded which authorize the formation of an Architectural Review Committee.

The Architectural Review Committee ("ARC") is charged with the responsibility to review and approve all proposed exterior improvements, including but not limited to, landscaping and fencing of the residential dwelling unit in your neighborhood, prior to any submittal to the City of San Diego or the start of construction.

The purpose of the ARC and the Architectural Guidelines are not to restrict individual creativity or personal preferences, but rather to assure conformance to minimum design standards and technical restrictions to help preserve and improve the appearance of the West Highlands Pacific Homeowners Association.

The Architectural Guidelines are intended to assist property owners in planning home improvements and to set forth design criteria by which a homeowner's Home and Landscape Improvement Application should comply. This information is provided to increase the homeowner's awareness of the ways to maintain neighborhood integrity. It is important to note that while these guidelines are consistent with the Declaration, they do not cover all possible situations. It is recommended that the Declaration be reviewed carefully.

OBJECTIVES

The specific objectives of the Architectural Guidelines are:

1. To provide uniform guidelines to be used by the ARC in reviewing home

improvement applications and to provide a vehicle for enhancing or clarifying the standards set forth in the Declaration.

2. To assist homeowners in preparing a complete and acceptable application for ARC consideration.
3. To increase homeowner understanding of the Declaration as well as their awareness of the responsibility to maintain neighborhood integrity.
4. To maintain and improve the quality of the living environment in the community.
5. To assist homeowners in planning exterior improvements which are in harmony with the architectural features of West Highlands Pacific.

OTHER CONDITIONS

Street Trees: The street tree(s) planted in front or along the street side yard of certain lots are planted in utility easement areas. It is the individual owner's responsibility to maintain these trees and in accordance with City of San Diego requirements, these trees may not be removed. Individual owners may install landscaping and certain architectural improvements in easement areas; however, architectural approval is required. Additionally, depending upon the scope of installation, a building permit as well as approval from the City of San Diego may also be required.

Lot Drainage: All lots within West Highlands Pacific HOA were designed with low impact developments that manage storm water by utilizing landscape designs and swales within each lot instead of a yard drain system. Owners are required to follow disclosure and CC&Rs requirements. Curb coring for individual lot underground "yard drains" is expressly prohibited unless a brooks box or other approved drainage filtration system is installed. All changes to existing drainage must be shown on landscape improvement plans and adhered to.

Sump drain is not desirable but pop up drains may work. If pop up drains are used, the water must drain back onto the lot.

Over watering is prohibited. Irrigation shall not produce run-off and shall not over spray onto public sidewalks and paving.

Multiple Habitat Planning Area: The West Highlands Pacific HOA is located within the Multiple Habitat Planning Area ("MHPA") as established by the City of San Diego. In order to protect the native plants and animals in the MHPA, each owner is required to adhere to the following:

- All private outdoor lighting shall be shaded and adjusted to fall on the same premises where such lights are located.
- The use of porous hardscape, the use of xeriscape and native landscape methods

and the minimization of pesticides and fertilizers shall be utilized when possible.

- The curb may not be cored to allow runoff from the residential lot to the street.
- No car washing will be allowed on any street, driveway or garage.
- Cars will not be allowed to park on any street during the time the streets are being cleaned.
- Non-native plants and animals shall not be allowed to encroach within the MHPA. This includes trees which may grow over a fence or wall.
- No outdoor speakers will be allowed.
- Roof drains are not allowed to be connected to yard drains.

Brush Management Requirements: Due to City requirements, any combustible structure with less than a one-hour fire rating is not permitted. This includes, but is not limited to decks, trellises and gazebos. Any exceptions require approval from the Fire Marshall, the City of San Diego Manager and the ARC.

Certain lots may have additional brush management requirements. Owners are required to confirm these restrictions and adhere to same prior to submittal of architectural applications.

Storm Water: In accordance with provisions outlined by the Federal Clean Water Act, regulations of the California State Water Resources Control Board and the Regional Water Quality Control Board, individual owners are responsible for meeting all laws and ordinances (collectively, the "Clean Water Regulations"). Individual owners must also verify that all contractors performing work must adhere to these standards as well. Violations will be reported and owners are subject to extensive fines as charged by the Regional Water Quality Control Board. Additional information is included within the CC&Rs and original disclosures.

Association Maintained Areas: Certain lots within the community have easement areas that are maintained by the HOA. Owners are not allowed to alter, modify, plant, construct or maintain these areas.

Line of Sight: Certain lots are located within "Line of Sight" areas. The Line of Sight restricts the type of landscaping that can be planted within an area, adjacent to the public street. All Line of Sight areas must be planted in ground cover or plant material which does not prohibit drivers of vehicles to see clearly around corners.

ARC OPERATING PROCEDURES

A. General Explanation of Operating Procedures

Before beginning any addition, alteration, or construction involving the exterior appearance of a home, the homeowner must first file an application with the ARC. Failure to obtain the approval of the ARC may constitute a violation of the Declaration and may require modification or removal of unauthorized work or improvements at homeowner's expense. In addition, a building permit may be required by the City of San Diego (or other government agency) before starting improvements. The ARC does not assume any responsibility for homeowner failure to obtain necessary permits. Further, obtaining necessary permits from the City of San Diego does not waive the obligation to obtain ARC approval.

Once the ARC has approved an application for home improvement, the plans must be followed. Any modifications to the approved plans must receive ARC approval prior to construction. It is important to understand that ARC approval is not limited to major alterations such as adding a room or deck, but also includes such items as fencing and landscaping. Each application is reviewed on an individual basis and is evaluated accordingly. For example, a homeowner who wishes to construct a patio cover identical to one that has already been approved by the ARC is still required to submit an application for review and approval. In every case, an application must be submitted and reviewed in order to consider specific conditions relative to location and impact on surrounding homeowners. During the evaluation of an application, the ARC must consider the characteristics of the housing type and the individual site, because what may be an acceptable design in one instance may not be acceptable in another.

Any work completed prior to approval of the ARC that needs amending, corrections, or removal will be done at the expense of the homeowner.

B. Specific Procedures and Responsibilities

Listed below is a description of specific procedures and responsibilities for the ARC and the homeowners for evaluating and processing applications involving home improvements.

1. All applications must include a check, in the amount of \$100, made payable to the West Highlands HOA and is to be submitted along with the application to the ARC, West Highlands Pacific, 5950 Blazing Star Lane, San Diego, CA 92130.
2. All requests for ARC approval must be made on a Home and Landscape Improvement Application form, of which a copy is attached. Homeowners should retain a copy of the application form for future reference.

3. Upon receipt of an ARC application, the ARC will record the owner's name, address and summary of requested improvements.
4. In addition to the application form, the following information is required for submittal to the ARC:
 - a. Two (2) sets of construction drawings (drawn to scale - 1" = 10') including dimensions. Although not required, it is our recommendation that a professional consultant such as an architect, engineer or landscape architect be hired to prepare your construction drawings. All construction drawings should be easily readable by the ARC and should include all the details and specifications needed to construct your proposed project.
 - b. Photos indicative of the property.
 - c. Specifications of work to be done, including notes.
 - d. Material samples and/or color samples only if those proposed deviate from original standards, i.e., earth tones that are compatible with the home's materials, structure, textures and color schemes. However, material type and color must be called out on submission.
 - e. Neighbor identification: Neighbor signatures must be included on the application form. The intent is to inform the neighbors who own property, adjacent to your lot (this includes side, rear, front and across the street neighbors) of your proposed improvements, in order to avoid future conflicts. It is important to note that if a neighbor(s) disagrees with an improvement proposal, ask them to complete the comment section on the application form. Neighbor comments will be considered by the ARC; however, such comments will not dictate the Committee's decision.
 - e. A schedule of improvements, if it is anticipated that more than 60 days will be needed to complete the proposed work.

IT IS IMPORTANT TO NOTE THAT FAILURE TO INCLUDE ANY OF THE INFORMATION REQUESTED ON THE CHECK LIST WILL CONSTITUTE AN INCOMPLETE APPLICATION, AND THE APPLICATION WILL BE RETURNED TO THE HOMEOWNER FOR COMPLETION PRIOR TO ARC CONSIDERATION.

5. The Architectural Review Committee will evaluate all complete applications within sixty (60) days of submittal and will indicate its approval, approval with conditions, or denial. If the homeowner is not contacted within sixty (60) days, it is the homeowner's responsibility to contact the ARC to determine the status of the application. The ARC will make every effort to review an application and respond as quickly as possible.

6. Following its review, the ARC will return the application to the homeowner.
7. The Committee's decision will be recorded in a log and the applicant will be notified of the ARC decision as follows:
 - a. If the application is approved, a copy of the executed application and a copy of the plans signed by the ARC will be returned to the applicant. The plans may contain ARC changes or stipulations that shall become part of the plans and shall represent conditions of approval to be satisfied by the applicant.
 - b. If a decision is not made pending the receipt of additional information or plans, the applicant will be notified of the specific details needed by the ARC in order to make a decision.
 - c. If the application is denied, the applicant will be advised of the reasons for the ARC decision. The applicant will be provided 10 days to resubmit with revisions as needed.
8. After the ARC has approved an application for specific work on a specific lot, further approval will not be required except for new work/improvements not included in the original application. Based upon the level of improvements and at the discretion of the ARC, additional fees may be required.
9. If construction work requires the use of, or access from property not owned by the applicant, for purposes of transporting labor and materials or for the temporary storage of materials for the work, the applicant shall obtain written permission from the affected property owner(s) for such use of property. A copy of the letter granting permission shall be submitted to the ARC prior to commencement of construction. A security deposit or bond, as deemed necessary by the ARC, may be required from the homeowner or contractor to cover any damage that may result from the work.

Unused deposits will be refunded after completion of the work. Homeowners shall be responsible for repairing any damage caused to public or private right of way, or neighboring property as a result of construction improvements, including the removal of debris, refuse and other materials used in making said improvements. Upon completion of construction improvements, all areas are to be left in a clean and presentable condition. Community streets and sidewalk areas cannot be used for the storage of materials or construction debris.

Contractors are expressly prohibited from posting advertising signs of any type on individual property or anywhere within the development. Construction trailers may not be stored onsite for any period of time without expressed approval from the ARC.

10. All work shall commence within thirty (30) days from the date of approval of the application.
11. Improvements, which are installed without ARC approval, will constitute a violation of the Declaration, and may require modifications or removal at the expense of the homeowner. Remedies to violations may be pursued by Pardee Homes hereinafter referred to as "Declarant" or the homeowner, to the fullest extent allowed by the Declaration. ARC inspections for unauthorized improvements may be conducted periodically to insure conformance with the Architectural Guidelines.
12. The Architectural Guidelines may be modified or amended by the ARC as deemed necessary or desirable. It is the homeowners' responsibility to ensure that he/she is using the most current issue of the Architectural Guidelines by contacting the ARC.

IMPROVEMENT STANDARDS AND GUIDELINES

The following guidelines are provided to assist homeowners in preparing an application. **Unless noted otherwise, all items listed require ARC review.** The guidelines are not all inclusive. Questions concerning specific improvements, whether listed or not, should be directed to the ARC. In the event of a conflict between the Declaration and the information provided herein, the Declaration shall take precedence.

AIR CONDITIONERS

1. Visible units extending from windows are not permissible.
2. Compressors and equipment are to be screened from view by fencing or landscaping.
3. If air conditioning was offered as an option by the builder, but was not installed at the time of purchase, the equipment must be located in the same area in which the optional unit would have been installed.
4. A noise attenuating screen, fence, wall or other buffering mechanism may be required.

ANTENNAS

1. All radio and television antennas and transmission facilities are allowed in accordance with the Declaration (Article 10, Section 4). An Owner may install a satellite dish or antenna for the reception of television or video signals ("Dish") without prior approval if said dish is not visible from any adjoining property or the Association's common areas. If it is not possible to gain reception in these locations, the owner must obtain approval prior to installation.

ATTIC VENTILATION

1. Attic ventilators or other mechanical apparatus requiring roof installation are to be as small as is functionally possible and painted to match the roof color. Units should be located on the least visible side of the roof and may not extend above the highest point of the roofline.

BARBECUES

1. Permanent barbecues are to be located in rear yards only, subject to ARC review / approval and Brush Management Requirements.

BASKETBALL HOOPS

1. Basketball hoops that are portable and not attached to real property are allowed and need not be submitted for ARC approval. Portable basketball hoops must be screened from public view when not in use.
2. Basketball hoops that are attached to real property must be submitted for ARC review.
3. Freestanding basketball stands mounted permanently in the ground must be

located so as to minimize disturbances to adjacent properties.

4. Hoops must be of standard size with a rope net. Metal or chain nets are prohibited. The net must be kept in good repair at all times.

CHIMNEYS AND FLUES

1. Spark arresters at the top of the chimney must be designed and painted to match any builder - installed spark arresters.

CLOTHESLINES

1. Clotheslines are not permitted.

DOGHOUSES

1. Doghouses may be permitted provided:
 - a. They are located in, side and rear yards only.
 - b. They are not visible from a public street.
 - c. They do not materially interfere with adjacent properties.

DRAINAGE

1. Each Owner must adhere to drainage requirements established in the Declaration (Article 10, Section 17) as well as the original disclosure documents and any change approved or requested by any government entity. Each Owner is responsible for the continuous maintenance of the established drainage system on their property, including changing of filters for a Brook Box or similar device.

DRIVEWAY

1. *Please note that the builder installed brick pavers at the bottom of each driveway is part of the drainage designed for the lot and may not be altered without plans submission and written approval from the Architectural Review Committee. Alternate designs must include a permeable element.*

EXTERIOR ORNAMENTATION

1. Before the placement of exterior ornamentation within the front yard area, the Owner must first submit an improvement application form to the ARC for approval. Ornamentation includes, but is not limited to, potted plants, decorative borders, and lawn ornaments.
2. Potted plants will be restricted to hardscaped areas only and are not to be the focal point of the landscape plan. The number of items allowed will be limited and based upon the appropriateness of the lot design.

FENCES

1. Fence style, materials and finished color are to be compatible with the applicant's house or builder-installed walls. The Declaration contains certain restrictions on fence types. Additionally, gates in rear yard fences are expressly prohibited. The location and style of your proposed fencing must be submitted and approved prior to beginning construction. Any work completed prior to approval of the ARC that needs amending, corrections, or removal will be done at the expense of the homeowner.
2. Placement of the fence and support structures shall not interfere with adjacent sprinkler systems.
3. Structural framing or an unfinished side of a fence shall not be exposed to any public street, sidewalk, walkway or neighboring lot.
4. The maximum average height of all fencing and/or walls shall be six (6) feet from finish grade, unless approved otherwise by the ARC.
5. All support posts shall be set in concrete footings.
6. Stepped fencing is permissible in locations where topography dictates.
7. Specific fence requirements:
 - a. Wrought Iron or Tubular Steel
 1. Must be painted to complement the original color scheme of the house or to match similar fencing in the community.
 2. Additional fencing materials may be applied to the inside of the fence to restrain children and small pets upon ARC approval. Supplemental landscaping should be used to mitigate the appearance of additional fence materials.
 3. Wrought iron gates or fences exposing the view to the side or rear yard of any home must have wire mesh applied to the inside of the fence or gate.
 - b. Solid Wood
 1. Fence must have wood cap on both top and bottom of fence, no dog ear fence allowed. It must be stained or painted to complement the original color scheme of the house or similar fencing within the neighborhood. Color samples must be submitted with ARC application for any proposed change from existing colors of the house or fencing.

- c. Masonry
 - 1. Concrete block walls must be provided with a stucco finish to match the color of the house, unless such wall surfaces are not visible from any common area or public space.
 - 2. Brick and slump stonewalls may be left natural upon ARC approval.
- d. Acceptable Fencing Materials (not all inclusive)
 - 1. Wrought iron or tubular steel.
 - 2. Masonry, if materials conform to type, quality, color and character of masonry walls used elsewhere in the neighborhood.
 - 3. Stucco over concrete block or over wood frame subject to compatibility in form and color with and color with stucco fences used elsewhere in the neighborhood.
 - 4. Wood.
- e. Unacceptable fencing materials (not all inclusive)
 - 1. Aluminum or sheet metal.
 - 2. Chicken wire, barbed wire, plastic webbing, reed, or wire mesh.
 - 3. Galvanized chain link, bamboo, or straw-like materials.
 - 4. Corrugated or flat plastic sheets or panels.
 - 5. Rope or other fibrous strand elements.
 - 6. Vinyl covered chain link fence with top and bottom rail.

NOTE: Consideration should be given to shadowing or view obstruction of adjacent properties.

FLAGPOLES

- 1. No flagpoles shall be allowed in the front yard of any lot. Flagpoles elsewhere on a lot may be approved at the discretion of the ARC.

GUTTERS AND DOWNSPOUTS

- 1. To comply with local landscape drainage requirements, roof drains may not be connected to yard drains so as to prevent contamination from entering storm drains unless a brooks box or other approved drainage filtration system is installed.
- 2. Gutters and downspouts must be painted to match or complement existing trim or stucco.
- 3. Run-off from gutters must not affect adjacent properties.

LANDSCAPE AND IRRIGATION

Each owner is required to submit plans to the ARC for all landscaping within 60 days after the close of escrow. Landscaping must be installed within four (4) months after the close of escrow.

1. It is required that trees and shrubs be selected and placed in a manner, which will not, at maturity, materially obstruct the sight line of adjacent homeowners. For purpose of clarification, an Owner's "Line of Sight" is considered any area that lies with the extension of side property lines.
2. Plants are not to encroach on walkways or obstruct walkway lighting.
3. Irrigation lines are to be installed underground.
4. Proper drainage shall be maintained all times. The integrity of the drainage system provided by Declarant must be maintained. Modifications to existing drainage system shall in NO WAY hinder or reduce the performance level of lot drainage.
5. Sprinklers shall be adjusted so as not to spray onto adjacent properties or sidewalks.
6. Use of drought tolerant landscape methods is strongly recommended. A list describing approved landscape plant material is attached hereto.
7. For any plant material (including trees, shrubs or vines) that will exceed the height of the residence either at the time of installation or at a future date, application must specify plant type, size, location and potential height and shape.
8. Plant material must be installed so at maturity is does not encroach on any other lot. Trees shall be pruned to be maintained in such a manner and scale as appropriate to the lot.
9. The City Right of Way area in front or along the side of any home may not be altered where a detached sidewalk exists. The turf or plant areas, where installed by declarant shall remain unchanged.

LIGHTING

1. Exterior walkway and security lights are to be directed onto the applicant's property only and shall be adjusted or screened to prevent light from falling onto adjacent property.
2. Light fixtures are to be compatible with existing fixtures in both scale and style.
3. Seasonal Holiday decorative lighting may be installed without ARC review.

Holiday lights shall be permitted not earlier than Thanksgiving and must be removed no later than January 15th. Holiday displays which, in the opinion of the ARC, create traffic congestion or become an annoyance to adjacent property owners, shall not be allowed.

PATIO SLABS

1. Proper drainage shall be provided in order to prevent run-off onto adjacent properties. The integrity of the drainage system established by the Declarant shall be maintained at all times. Modifications to existing drainage shall in no way hinder or reduce the performance of the drainage system for each lot.

PATIO COVERS

1. Patio Covers are allowed subject to ARC approval and building materials shall be compatible with the form and style of the applicant's house. Materials not clearly identified will result in automatic denial of improvements and may result in fines or charges against the landscape deposit for necessary corrective action.
2. Patio covers may be free standing or attached to any existing structure.
3. Patio covers should not materially obstruct the view of an adjacent property.
4. Unacceptable patio cover materials (not all inclusive)
 - a. Metal or pre-fabricated metal structures.
 - b. Corrugated plastic or fiberglass.
 - c. Plastic webbing, split bamboo, reed or straw like materials.
 - d. Asphalt or composition shingles.

ROOM ADDITIONS

1. Additional rooms are subject to ARC approval and shall be compatible in scale, materials, color, and style with the existing structure.
2. The location of a proposed addition shall not materially impair the view, sunlight, or natural ventilation of adjacent properties.
3. Roofs must match or be complimentary to the existing structure in pitch, scale, form and materials.
4. Windows, window groupings and doorways shall integrate with existing exterior openings.
5. Provisions shall be made to prevent drainage or run-off onto adjacent properties.

6. Construction materials shall be stored in the least conspicuous area. Excess debris shall be removed from the site, or properly contained, on a daily basis.
7. Major features of the existing house shall be reflected in the design of the proposed addition such as vertical and horizontal lines, window and roof massing, projections and trim details.

SCREEN DOORS AND SECURITY SCREEN DOORS

1. Screen doors with scrollwork or bars are allowed subject to ARC approval. Pictures, photos or sketches shall be included in the ARC application.
2. Multiple panel screen doors are allowed subject to ARC approval.
3. Security Screen doors are allowed subject to ARC approval.
4. Screen doors may not be aluminum, but must match existing house trim or paint scheme.

SIGNS

1. Only one real estate For Sale, Lease or Rent sign is permitted per dwelling unit and must be displayed within the lot and not upon any portion of the Association property.
2. Sign shall not exceed 24 X 24 inches.
3. No promotional flags, banners, posters, billboards, advertising device or other display shall be displayed on the property or within the Association common area.
4. If a sign is posted within the landscaping of the property, such sign may not interfere with line of sight for the safety of pedestrians and vehicular traffic and must be relocated.

SOLAR ENERGY EQUIPMENT

1. Solar panels are permitted subject to ARC review and approval.

SWIMMING POOLS

1. Permanent above ground pools are not allowed. Portable or aboveground spas are permitted subject to ARC approval. Any work completed prior to approval of the ARC that needs amending, corrections, or removal will be done at the expense of the homeowner.
2. Pool/spa equipment shall be enclosed and shall be located so as to minimize noise

or view disturbance to adjacent properties.

3. Plumbing lines to a spa or pool must be totally concealed or installed underground.

TOOL SHEDS

1. Tool sheds are allowed but shall be screened from view in a manner acceptable to the ARC. Tool sheds cannot exceed the height of the side or rear yard fences.
2. The location and size of the shed is subject to review by the ARC.
3. The color of the shed shall match or be compatible with the dwelling unit.

WALKWAYS

1. All walkways and steps are subject to review and approval of the ARC.
2. Non-permanent materials, such as loose rock, wood, aggregate, etc., are prohibited.
3. Edging and borders must be approved by the ARC and should be of natural, coordinating textures and colors of the lot.

WINDOWS AND WINDOW TREATMENT

1. Additional windows shall match or complement existing windows with respect to frame color, materials, size height and overall massing.
2. Windows may be tinted in all homes. No reflective materials may be used to create a mirror effect from the outside. Please be advised that tinting can damage dual pane windows and may void any warranty on the windows.
3. No temporary materials such as sheets, paper, or foil shall be used for exterior shading purpose.
4. Window coverings should have neutral exterior appearance.
5. Exterior awning fabric must be maintained and replaced by identical material and color as originally installed.